



DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
1411 JEFFERSON DAVIS HIGHWAY
ARLINGTON, VA 22202-3231

NGB-J1

21 Feb 2006

MEMORANDUM FOR ALL JOINT FORCE HEADQUARTERS – STATE J1

SUBJECT: Fielding of Sexual Assault Prevention and Response Training Materials and Training Reporting Requirements (J1-06-004)

1. Sexual Assault Prevention and Response Training is mandatory training. It is initially required to be given to all service members upon fielding of the training material, then annually. The National Guard Bureau suspense to all units to complete the initial training is 30 June 2006. The training is key to the successful implementation of the your state's Sexual Assault Prevention and Response program.
2. To meet that initial obligation, NGB has developed a compelling Sexual Assault Awareness and Prevention Video to be used to train Guard units. The information on the video is designed to reach a broad audience to include Command Leadership, Sexual Assault Response Coordinators (SARCs), Victim Advocates, Soldiers, and Airmen. The focus is on prevention of sexual assault, and how the National Guard will respond to victims of sexual assault, victim's rights, and the resources available to them for reporting and receiving treatment for sexual assault. This will be commander led training. A drop shipment was mailed directly to each JFHQ-State SARC on 23 Dec 2005. The SARC will be responsible for distribution within their State. Understand that this is short notice, but Commanders should plan and schedule this training accordingly to ensure compliance with DOD directives.
3. Additionally, the Air Force has a requirement that all Airmen view their video with increased emphasis on those Wings who are scheduled to deploy within the next three months. This is largely due to the need for each Wing to identify a deployable SARC and the restricted reporting options that come into play upon coming on Title 10 status. The Air Force video was handed out to the states at the Senior Leadership Conference held in Baltimore on 13 December. Any state that does not have a copy should contact Maj Andrea Gill at DSN 329-2972, 703-601-2972, or andrea.gill@ngb.af.mil.
4. Documentation of the total number of personnel trained is required – not only for monthly reporting to both services, but also for retaining at the unit level for ORI, UCI and/or IG inspections where each SARP program will be evaluated. Until such time that a Wing SARC is appointed, Wing Commanders should designate a POC who is responsible for forwarding the Wing's monthly training completion data to the JFH-State SARC. The JFHQ-State SARC, in turn, will complete a State/Territory roll-up of

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completed training and forward the training documentation to the NGB SARC by the 15th of the following month.

5. Point of contact is Ms Jane Lux at DSN 329-0577, 703-601-0577 or email jane.lux@ngb.ang.af.mil.



KEVIN J. CROWLEY

Deputy Director, Manpower and Personnel
National Guard Bureau

CF:

Each State J3
Each State CofS
Each State ESSO
Each State Commander
Each State IG
Each State Chaplain
Each State JAG
Each State SARC